

Annual Paper and Postage Reduction Report 2017

The Metro Human Relations Commission Team has taken the following actions as referred to in ordinance BL2008-248:

1. A concerted effort to use email rather than snail mail. We rarely use postage stamps.
2. We have reduced paper and printing costs by making forms available online. All complaints to the MHRC can initially be made online.
3. We have one joint fax/copy/printer for the office which results in the reduction of toner and wasted paper.
4. As often as possible, we print double-sided pages with wide margins.
5. We recycle all paper, cardboard and tin waste produced from our office.